

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JULY 14, 2014
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:32 p.m. Those present were Reading, Kenny Smith, Misty Hailey, and Herb Logan. Jamie Johnston was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Logan.
3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. There were no public communications.
5. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

- a. Minutes of the June 9, 2014, regular board meeting.
- b. Approval of the monthly financial report of activity funds.
- c. Approval of the monthly treasurer's report. (Attachment #2)
- d. Approval of the list of FY 2014 General Fund encumbrances for June, July, and August payrolls. (Attachment #3)
- e. Approval of the lists of FY 2014 General Fund warrants for June, July, and August payrolls. (Attachment #4)
- f. Approval of the list of FY 2014 General Fund encumbrances for June. (Attachment #5)
- g. Approval of the list of FY 2014 General Fund warrants for June bills. (Attachment #6)
- h. Approval of the list of General Fund encumbrances for July. (Attachment #7)
- i. Approval of the list of General Fund warrants for July bills. (Attachment #8)
- j. Approval of the list of FY 2014 Cooperative Fund encumbrances for June, July, and August payrolls. (None)
- k. Approval of the list of FY 2014 Cooperative Fund warrants for June, July, and August payrolls. (None)
- l. Approval of the list of FY 2014 Building Fund encumbrances for June. (Attachment #9)
- m. Approval of the list of FY 2014 Building Fund warrants for June bills. (Attachment #10)
- n. Approval of the list of Building Fund encumbrances for July. (Attachment #11)
- o. Approval of the list of Building Fund warrants for July bills. (Attachment #12)
- p. Approval of the list of FY 2014 Child Nutrition Fund encumbrances for June, July, and August payrolls. (Attachment #13)
- q. Approval of the lists of FY 2014 Child Nutrition Fund warrants for June, July, and August payrolls. (Attachment #14)
- r. Approval of the list of FY 2014 Child Nutrition Fund encumbrances for June. (Attachment #15)
- s. Approval of the list of FY 2014 Child Nutrition Fund warrants for June bills. (Attachment #16)
- t. Approval of the list of Child Nutrition Fund encumbrances for July. (Attachment #17)
- u. Approval of the additional list of fundraisers for SY 2014-2015. (Attachment #18)

Motion by Reading, second by Smith, to approve the consent agenda as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent

6. Written communications:
 - a. 21st Century Community Learning Centers Project Comet II report prepared by Director Stacy Moss.
 - b. Thank you note from Michelle Moore for the plant send on the passing of her mother.
 - c. Thank you note from the students and teachers in the Summer Reading Program.

7. Administrator's Reports:
 - a. Superintendent's Report: Haynes provided an Expenditure Summary by Fund and Function report; an Expenditure Summary Report by Fund, Project, and Function report; a revenue report comparison/projection; a historical Financial Statement report; and a copy of a letter to TSA Parents for Clint Kisse, TSA Advisor.
 - i. Mickey Mantle Statue Park Progress Report: Haynes had nothing further to report.
 - ii. Buildings Committee Report: Haynes had nothing further to report.
 - b. Elementary Principal's Report: Elementary Principal Kevin Wade reported Pre-K has 44 enrolled and teachers are working in their rooms.
 - c. Middle School Principal's Report: Middle School principal Jack Kelley was absent due to vacation. He provided an email report that all of our major maintenance issues have been completed, in the next month we will be focusing on getting the building ready for August 13th, the master schedule is 90% complete, and our enrollment has increased a few students since May due to accepting some transfer students and a few move in students.
 - d. High School Principal's Report: High School Principal Jim Buttram reported cleaning going on and lots of mowing.
 - e. Athletic Director's Report: Athletic Director Rusty Barker was absent due to vacation.

8. Discussion and possible action on contract with a food service management company for SY 2014-2015.

No action was taken on this item at this point on the agenda. It was moved to after item 34 on the agenda.

9. Motion by Smith, second by Hailey, to approve a resolution authorizing the School District Treasurer to invest monies from one fund into another as recommended by Haynes. (Attachment #19) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent

10. Motion by Smith, second by Hailey, to write off Child Nutrition Program "unpaid charges" for SY 2013-2014 for audit purposes as recommended by Haynes. (Attachment #20) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent

11. Motion by Hailey, second by Reading, to approve renewal of contract with Alcohol & Drug Testing, Inc. (ADTI) for DOT alcohol and drug testing of bus drivers as recommended by Haynes. Vote: Hailey-yes, Reading-yes, Smith-yes, Logan-yes, Johnston-absent

12. A hearing was held to take public input on the adoption of local school board policies. (Proposed policies were posted on the school district website homepage at <http://www.commercetigers.net>. There were no comments.

13. Motion by Logan, second by Smith, to adopt the following policies and regulations as recommended by Haynes:
- a. CKC Safety Drills (Attachment #21)
 - b. CPAC Telephones (Attachment #22)
 - c. DHAA Student-Staff Relationships Professional Development (Attachment #23)
 - d. DHAC Staff Members and Social Networking Sites (Attachment #24)
 - e. EIED Graduation Requirements (Attachment #25)
 - f. EIA-R4 Student Retention (Regulation) (Attachment #26)
 - g. FE Open Transfers (Attachment #27)
 - h. GBA Open Records Act (Attachment #28)
 - i. GBA-R Open Records Act (Regulation) (Attachment #29)

Vote: Logan-yes, Smith-yes, Reading-yes, Hailey-yes, Johnston-absent

14. Motion by Smith, second by Logan, to approve revised School Food Authority: Commerce Public Schools Procurement Plan for Child Nutrition Programs as recommended by Haynes. (Attachment #30)
Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-absent

15. Motion by Reading, second by Hailey, to approve child nutrition program Protest Procedures for any actual or prospective bidder, offeror, or contractor who considers himself to have been aggrieved in connection with the solicitation, evaluation, or award of a contract by Commerce Public School District as recommended by Haynes. (Attachment #31) Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-absent

16. Motion by Smith, second by Logan, to approve mathematics and science courses when taken in the 11th or 12th grades at Northeast Technology Center, pursuant to H.B. 2886 (70 O.S. § 11-103.6) as recommended by Haynes.

- a. Geometry
- b. Algebra II
- c. Algebra III
- d. AP Calculus BC
- e. AP Physics
- f. Mechanics

Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-absent

17. Motion by Smith, second by Logan, to approve changes in the CMS CHS Student-Parent Handbook for 2014-2015 as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-absent
18. Motion by Hailey, second by Logan, to approve changes in the Alexander Elementary School Student-Parent Handbook for 2014-2015 as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-absent
19. Motion by Smith, second by Hailey, to approve a memorandum of agreement with the Boys & Girls Clubs of Ottawa County for an after school program at Alexander Elementary School as recommended by Haynes. (Attachment #32) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
20. Motion by Reading, second by Hailey, to renew membership in Grand Gateway Economic Development Association for Fiscal Year 2015 (July 1, 2014 to June 30, 2015) (\$400.00) as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-absent

21. Motion by Logan, second by Smith, to approve or not approve the personnel evaluation team for school year 2014-2015 as recommended by Haynes.
 - a. Elementary and Middle School Maintenance and Custodial Support Personnel – Bobby Arms
 - b. High School Maintenance and Custodial Support Personnel – Danny Knight
 - c. Elementary Teachers and Support Personnel - Kevin Wade and Trevor Brough
 - d. Elementary Assistant Principal - Kevin Wade
 - e. Middle School Teachers and Support Personnel – Jack Kelley
 - f. High School Teachers, Alternative Education Director/Teacher, and Support Personnel – Jim Buttram
 - g. Special Education Teachers - Trevor Brough, Kevin Wade, Jack Kelley, and Jim Buttram
 - h. Principals and Support Personnel - Jim Haynes

Vote: Logan-yes, Smith-yes, Reading-yes, Hailey-yes, Johnston-absent

22. Motion by Logan, second by Hailey, to approve Non-Discrimination Resolution and appoint Jim Buttram, Coordinator of Title VI Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, The Age Discrimination Act of 1975, and Boy Scouts of America Equal Access Act of 2001 for school year 2014-2015 as recommended by Haynes. (Attachment #33) Vote: Logan-yes, Hailey-yes, Reading-yes, Smith-yes, Johnston-absent
23. Motion by Reading, second by Smith, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title I, Title II, Title III, Title IV, Title VI, Title VII, Carl Perkins, and Johnson-O'Malley funds for school year 2014-2015 as recommended by Haynes. (Attachment #34) Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
24. Motion by Smith, second by Hailey, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title VIII "Impact Aid" for school year 2014-2015 as recommended by Haynes. (Attachment #35) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
25. Motion by Reading, second by Smith, to approve Jim Haynes and/or Trevor Brough as authorized representative(s) for IDEA-Special Education Programs for school year 2014-2015 as recommended by Haynes. (Attachment #36) Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
26. Motion by Smith, second by Hailey, to approve Jim Haynes, Linda Colver and/or Heather Pittman as authorized representative(s) for Child Nutrition Programs for school year 2014-2015 as recommended by Haynes. (Attachment #37) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
27. Proposed executive session to discuss:
 - a. the employment of a new secondary science teacher on a temporary contract so the board can return to open session and vote to employ or not employ a new secondary science teacher on a temporary contract. 25 O.S. § 307(B)(1)
 - b. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee. 25 O.S. § (307)(B)(1)
28. Motion by Smith, second by Hailey, to convene in executive session. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent Time: 9:15 p.m.
29. Board president Reading announced the end of executive session and the board's return to open session at 9:29 p.m.
30. Reading stated, "Only the items on the executive session agenda were discussed and no votes were taken. Those present in executive session were the four board members and Mr. Haynes."
31. There were no resignations tendered since the posting of the Agenda.

- 32. Motion by Smith, second by Hailey, to employ Teri Rogers as a new secondary science teacher on a temporary contract as recommended by Haynes. Vote: Smith=yes, Hailey=yes, Reading=yes, Logan=yes, Johnston-absent
- 33. Motion by Reading, second by Hailey, to appoint Heather Pittman - Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds, Co-Custodian of Activity Funds, and Assistant Encumbrance Clerk for SY 2014-2015 as recommended by Haynes. Vote: Reading=yes, Hailey=yes, Smith=yes, Logan=yes, Johnston-absent
- 34. There was no new business.
- 8. Motion by Logan, second by Hailey, to contract with OPAA! a food service management company for SY 2014-2015 as recommended by Haynes. Vote: Logan=yes, Hailey=yes, Smith=yes, Reading=no, Johnston-absent
- 35. Motion by Hailey, second by Smith, to adjourn. Vote: Hailey=yes, Smith=yes, Reading=yes, Logan=yes, Johnston-absent Time: 9:37 p.m.

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 5:00 p.m. on the 10th day of July, 2014 by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2013 by Jim Haynes, Superintendent.

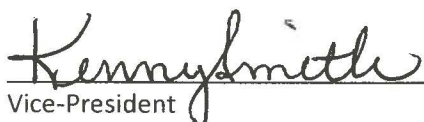
(ATTEST)



President-Board of Education

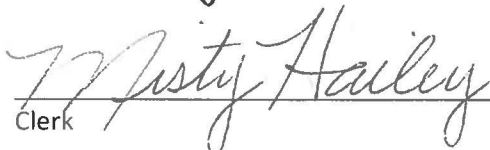


Deputy Clerk



Vice-President

Member



Clerk

Date: 08/11/2014



Minutes Clerk

Date: 8-11-14

